

DON CIO Message DTG 242018Z MAY 07

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MSGID/GENADMIN/DON CIO WASHINGTON DC//

SUBJ/CONTINUITY OF OPERATIONS (COOP) PLANNING ACROSS THE DEPARTMENT OF THE NAVY (DON)//

REF/A/DOC/SECNAV/08DEC2006//

REF/B/DOC/NAVAUDSVC/23FEB2007//

REF/C/DOC/DON CIO/06OCT2004//

REF/D/DOC/CNIC/23JAN2006//

NARR/REF A IS SECNAVINST 3030.4B, WHICH DELINEATES DEPARTMENT OF THE NAVY (DON) POLICY AND RESPONSIBILITIES FOR IMPLEMENTING CONTINUITY OF OPERATIONS (COOP). REF B IS NAVAL AUDIT SERVICE AUDIT REPORT N2007-0016, PROVIDING FINDINGS AND RECOMMENDATIONS FOR INFORMATION SYSTEMS RESTORATION AND DATA RECOVERY RELATED TO HURRICANE KATRINA. REF C IS DON CIP CONSEQUENCE MANAGEMENT PLANNING GUIDE, WHICH PROVIDES NAVY AND MARINE CORPS INSTALLATION COMMANDERS DIRECTION FOR DEVELOPING EFFECTIVE COOP PLANS. REF D, CNIC INST 3440.17, DEFINES THE RESPONSIBILITY OF REGIONAL AND INSTALLATION COMMANDERS TO ESTABLISH, IMPLEMENT, AND SUSTAIN A COMPREHENSIVE EMERGENCY MANAGEMENT (EM) PROGRAM.//

POC/MISSION ASSURANCE TEAM LEAD/DON CIO/LOC: WASHINGTON DC/TEL: 703-602-4412//

RMKS/1. THE DEPARTMENT OF THE NAVY CONTINUITY OF OPERATIONS PLANNING (DON COOP) PROGRAM PROVIDES THE MEANS TO CONTINUE DON MISSION ESSENTIAL FUNCTIONS (MEFS) DURING NATIONAL SECURITY EMERGENCIES AND EVENTS REQUIRING ALL OR PART OF THE DON TO BE RELOCATED OR RECONSTITUTED. REF A PROVIDES THE MINIMUM REQUIREMENTS SET FORTH BY THE SECRETARY OF THE NAVY (SECNAV), CHIEF OF NAVAL OPERATIONS (CNO), AND COMMANDANT OF THE MARINE CORPS (CMC) FOR COOP PROGRAMMING AND PLANNING.

2. FOLLOWING HURRICANES KATRINA AND RITA, THE NAVAL AUDIT SERVICE (NAVAUDSVC) CONDUCTED AN AUDIT (REF B) IN THE GULF COAST REGION THAT FOCUSED ON THE EFFECTS THE STORMS HAD ON THE RECOVERY AND RESTORATION OF DON INFORMATION SYSTEMS AND VERIFIED INTERNAL CONTROLS WERE IN PLACE TO ENSURE RECOVERY EFFORTS WERE EXECUTED IN ACCORDANCE WITH REGULATIONS. ONE RESULTING AUDIT RECOMMENDATION REQUIRES THE DON CIP CONSEQUENCE MANAGEMENT PLANNING GUIDE (REF C) TO BE A MANDATORY PART OF INFORMATION TECHNOLOGY (IT) RESTORATION, RECOVERY, AND RECONSTITUTION PLANNING FOR A CATASTROPHIC EVENT. REF C, WHICH CAN BE DOWNLOADED AT [HTTP://WWW.DONCIO.NAVY.MIL](http://www.doncio.navy.mil), OFFERS A 10-STEP PROCESS FOR DEVELOPING AND WRITING CONSEQUENCE MANAGEMENT PLANS THAT CAN BE USED BY INSTALLATIONS OR ACTIVITIES OF ANY SIZE.

3. THE COMMANDER, NAVAL INSTALLATIONS COMMAND (CNIC) HAS DIRECTED ALL NAVY REGIONAL AND INSTALLATION COMMANDERS TO COMPLY WITH REF D, WHICH INCORPORATES THE CONSEQUENCE MANAGEMENT PLANNING STEPS FOUND IN REF C.

4. ALL OTHER NAVY AND MARINE CORPS COMMANDS/ACTIVITIES/TENANTS, TO WHICH REF D DOES NOT APPLY, ARE DIRECTED BY THIS MESSAGE TO USE REF C AS A MANDATORY PART OF THEIR CONSEQUENCE MANAGEMENT, CRITICAL

INFRASTRUCTURE, AND IT RECOVERY AND RECONSTITUTION PLANNING AND DEVELOPMENT PROCESSES.

5. THE CNO AND CMC WILL ENSURE THAT COOP PLANS UNDER THEIR COGNIZANCE ARE PREPARED, CURRENT, AND EXERCISED ANNUALLY IN ACCORDANCE WITH REF A. IN ADDITION TO THE REQUIREMENTS OF REF A, COMMANDS WILL MAINTAIN A RECORD OF THESE EXERCISES.

6. REQUEST WIDEST DISSEMINATION OF THIS MESSAGE.

7. RELEASED BY ROBERT J. CAREY, DEPARTMENT OF THE NAVY CRITICAL INFRASTRUCTURE ASSURANCE OFFICER (CIAO)/DEPARTMENT OF THE NAVY CHIEF INFORMATION OFFICER.//

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